

Castlewood City Council
December 30, 2013

The Castlewood City Council met in special session on the above date at 7:30 p.m. with the following members present: Mayor Paul Friske, Tom McEldowney, Jeff Shepherd, Lucas Mack, Greg Dobbs and LeeAnne Dufek. Absent: Roy Wiersma. Also present: Sheila Gerhold and Rick Ries.

The meeting was called to order by the mayor.

Discussion was held on the city finances concerning the bigger baseball/football field. The city discussed the big projects coming up such as the bridge rehabilitation on 2nd Avenue, Oak Avenue street project, major sewer line repair, etc. They also discussed the lack of businesses on Main Street and the ones that have closed. No action was taken.

A motion by Dufek and seconded by Mack to adjourn. The meeting adjourned at 8:45 p.m.

Sheila Gerhold
Finance Officer

Castlewood City Council
January 6, 2014

The Castlewood City Council met in regular session on the above date at 7:30 p.m. with the following members present: Mayor Paul Friske, Tom McEldowney, Jeff Shepherd, Lucas Mack, Greg Dobbs, LeeAnne Dufek and Roy Wiersma. Also present: Rick Ries, Sheila Gerhold and Lonny Junker.

The meeting was called to order by the mayor.

The minutes of December 2, 2013 were approved on a motion by Dufek and seconded by Mack with all members present voting aye and motion passed.

A correction to the bills for December was a check made out to the Castlewood School for \$95.28 should have been made out to Rick Ries.

The following bills were presented and ordered paid on a motion by Wiersma and seconded by Dobbs with all members present voting aye:

GENERAL FUND: Wages 300.14; Electronic Federal Tax Payment, ss & wh 49.72; First Premier Bank, library rent 150.00; Craig Bass Sanitation, garbage haul 13.75; Paul Friske, cell phone 30.00; Ottetail, utilities 1847.13; Northwest Energy, natural gas 485.06; Hamlin County Auditor, police contract 2383.34; Gunderson, Evenson & Boyd, professional fees 150.00; Hamlin Highway Department, sand salt 950.64; Hamlin Co. Republican, publishing 101.00; Office Peeps, supplies 230.41; Gerhold Brothers, fix water leak at park 950.00; Castlewood Building Supplies, supplies 3.00; ITC Communications, telephone 137.01; Mahowald's, supplies 76.39; H-D Electric, lights 8.60; Estelline Coop Oil, gas, 919.73; Lonny's Service, repairs 129.00; JW Roll off Service, clean up day 250.97; Northern Truck, repairs 271.77; Menard's, supplies 8.91.

TOTAL GENERAL FUND DISBURSEMENTS: \$9446.57.

WATER FUND: Wages, 1086.62; Electronic Federal Tax Payment, ss & wh 319.55; Delta Dental, group ins. 37.80; SD Health Pool, group ins. 1336.40; SD Retirement Systems, group ins. 277.28; AFLAC, group ins. 96.68; Postmaster, postage 33.00; Department of Revenue, water testing 52.00; Ottertail, utilities, 129.64.

TOTAL WATER FUND DISBURSEMENTS: \$3368.97.

SEWER FUND: Wages 2440.46; Electronic Federal Tax Payment, ss & wh 805.12; Delta Dental 37.80; Justin Ries, wages 473.29; SD Retirement Systems, retirement 373.90; SD Health Pool, group ins. 557.36; Ottertail utilities 115.64; Gerhold Brothers, fix sewer line 1510.00; Hydro Klean, line sewer line 15,060.00; First Choice Sewer & Septic, camera sewer line 713.91; Richard Ries, cell phone 30.00.

TOTAL SEWER FUND DISBURSEMENTS: \$23,001.40.

SOLID WASTE FUND: Craig Bass Sanitation, contract 3450.00; Department of Revenue, sales tax 222.87.

TOTAL SOLID WASTE FUND DISBURSEMENTS: \$3672.87.

TOTAL DISBURSEMENTS: \$39,489.81.

2014 DISBURSEMENTS:

Rural Development, payment 1237.00; SD Public Assurance Alliance, personal property, liability & auto ins. 7906.23; SD Workmen's Comp, workmen's comp 2135.00; SD Dept. of Environment and Natural Resources, wastewater fee 50.00; SD Municipal League, dues 610.42; SD Municipal Street Assoc., dues 35.00; SD Finance Officer's Ass'n, dues 40.00; Citizen's State Bank, safety deposit box rent 30.00; DENR, certification fees 24.00; Postmaster, postage 204.00; H-D Waterworks, supplies 430.31; First National Bank, sewer payment 6490.99.

TOTAL 2014 Disbursements: \$19,192.95.

The second reading for Ordinance 13-7 was read and approved on a motion by Dufek and seconded by Mack with all members present in favor and motion passed.

The bidding for the Football/Baseball field was discussed. The council wants to make sure everything is hooked up electrically after the bidders are done with the project and they would also like wood poles to be included in the specifications. The council also wanted the price for poles, cross arms, electrical, MDP panel and labor listed separately on the bids. A June 1, 2014, completion date will be listed on the advertisement. Bids will be opened at the February 2, 2014, meeting. A motion by Dobbs and seconded by Wiersma to advertise for bids with the above mentioned items. All in favor and motion passed.

The city engineers, Schmucker, Paul, Nohr & Associates, sent estimates for sanitary sewer repair on Warrior Road. The estimate considers the existing line will have a cured in place liner installed from 4th Avenue to 6th Avenue, approximately 460 feet. From 6th Avenue to 7th Avenue a new 8' line will be installed by means of open cut. There will be 3 new manholes with the total project at an estimate of \$122,000. A motion by Dufek and seconded by Mack to advertise for bids with all members present in favor and motion passed.

The Amendment #2 for the bridge replacement on Second Avenue with an increase of

engineering fees of \$2400 due to requirements by SD Department of Transportation was presented. A motion by McEldowney and seconded by Dufek to approve the amendment with all members in favor and motion passed.

A Commitment Letter from the SD Governor's Office of Economic Development for the \$100,000 grant the city received for surfacing Oak Avenue was presented. A motion by Dobbs and seconded by Mack to have the mayor sign the commitment letter with all members present in favor and motion passed.

The City can apply for \$200,000 for an Agri Business grant to help fund the remainder of the Oak Avenue project. A motion by Dufek and seconded by Dobbs to apply for the grant and have Mayor Friske sign all necessary papers to so. All in favor and motion passed.

A motion by Dobbs and seconded by McEldowney to publish the following city monies:

GENERAL FUND	\$446,546.85
WATER FUND	\$354,436.56
SEWER FUND	\$275,161.90
SOLID WASTE FUND	\$ 3,603.78
BUSINESS DISTRICT FUND	\$279,685.72
MUNICIPAL STREET FUND	\$213,889.58
RECREATION FUND	\$ 22,219.64
TOTAL	\$1,595,544.03

A motion by McEldowney and seconded by Mack to approve the General Journal entries. All in favor and motion passed.

A motion by Dufek and seconded by McEldowney to approve the Salary Resolution with the changes that include a 3% raise to Sheila Gerhold and Richard Ries. All in favor and motion passed.

2014 SALARY RESOLUTION

Mayor - \$2100 a year plus \$50 a meeting if in attendance

Councilman - \$1200 a year plus \$50 a meeting if in attendance

Rick Ries - \$3106.23 per month plus single rate paid on insurance, plus \$50 a meeting if in attendance, plus \$50 a weekend for on call services.

Sheila Gerhold - \$2380.06 per month plus \$50 a meeting if in attendance, plus single rate paid on insurance.

Janice Schiernbeck - \$325 a month for librarian

Mayor - Cell phone allowance \$30.00

Maintenance Man - Cell phone allowance \$30.00

Mileage - same as state rate

Meals-Breakfast - same as state rate

Discussion was held on the lack of businesses on Main Street and some of the vacant buildings on Main Street.

A motion by Dobbs and seconded by Mack to adjourn. The meeting adjourned at 8:47 p.m.

Sheila Gerhold
Finance Officer